

Members Referral Scheme for Planning Applications

Advice Note

On the 8th February 2011 the Council agreed changes to the constitution that affect the way planning applications can be referred to the Planning Committee by Members. The revised wording to the constitution is set out below and is now in operation.

Part 3.84 of the Constitution relates to the Member Referral Scheme – to allow Members to refer applications to Planning Committee.

The Constitution now reads:-

“Within 28 days of the commencement of the formal consultation period (of an application) a written request is made by any TDC Councillor(s) to the Assistant Chief Executive that an outline, full or reserved matters application should be brought before the Planning Committee for determination giving material planning reasons for that request. This exception will not apply to any householder applications.”

The referral scheme is therefore simplified to a written request including material planning considerations.

To assist this process a draft letter has been prepared which Members can use to aid referral.

Letter to the Head of Planning Services

Date:

Dear Head of Planning Services,

MEMBER REFERRAL SCHEME: PLANNING APPLICATION REF:

I wish this application to be referred to Planning Committee for consideration because of the following material planning considerations:-

In line with*/Contrary to* the development plan (Local Plan/LDF) or Government Guidance (please state relevant policies if known)

Negative/Positive* impact on urban design/street scene

Highways impact and/or other traffic issues

Good/Poor* layout and/or density issues

Flood Risk

Positive/Negative* Impact on neighbours

Other material considerations as follows.....

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If officers are minded to approve/refuse* then there is no need for this application to be referred.

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Yours faithfully,

Councillor

* Delete as appropriate.